

U.S. Embassy Ulaanbaatar

Research Assistant and Content Developer



Project Title	U.S. Embassy Ulaanbaatar Research Assistant and Content Developer
Project Summary	Advance U.S. foreign policy by researching policy objectives and producing outstanding presentations that can be delivered by diverse Americans in Mongolia.
Country	Mongolia
Country/Region of Focus	Mongolia

Project Description

Public outreach to explain U.S. foreign policy is a critical part of public diplomacy. This position will directly help advance our foreign policy by writing and designing a series of English presentations that explain U.S. Government priorities in Mongolia and the Indo-Pacific region. By creating ready-to-go presentations tailor made for Mongolia, the intern will help us reach more Mongolians to promote our shared values like democracy, innovation, and human rights. The intern will work closely with the embassy's assistant public affairs officer to identify and prioritize presentation topics, and work with other American officers at the embassy to develop specific content. For example, a possible presentation topic may be U.S. support for Mongolia's U.N. peacekeepers as a topic. The intern will then work with the public affairs team to design a visually compelling presentation using licensed images, sounds, or video and with the embassy's defense attaché to develop content that explains Mongolia's role in peacekeeping missions around the world. The embassy seeks a creative individual experienced in design, interested in researching and learning detailed U.S. foreign policy objectives for this position.

Required Skills or Interests

Skill(s)

Cultural diplomacy

Editing and proofreading

Graphic design

Political Analysis

Research

Writing

Additional Information

The public affairs section sees this position as a critical addition to the team. You would be in regular contact with the assistant public affairs officer and other embassy staff. This internship will be an excellent avenue to learn in detail how an embassy works and how U.S. foreign policy is implemented overseas.

Language Requirements

None